



Jackson County Missouri

Jackson County Courthouse
415 E. 12th Street, 2nd floor
Kansas City, Missouri
64106
(816)881-3242

Request for Legislative Action

File #: 24-058, **Version:** 0

REQUESTED MEETING DATE: Select Date **SPONSOR:** Choose an item.

To be confirmed by County Counselor's Office:

Resolution No. 21677
Sponsor: Megan L. Marshall
Date: July 22, 2024

STAFF CONTACT: Robert Rives **PHONE:** 816-217-9310

EMAIL: RGRives@jacksongov.org

DEPARTMENT: Public Works Department, Facilities Management Division

TITLE: Awarding a Twelve (12) Month Term and Supply Contract with Two (2) Twelve Month Options to Extend for the furnishing of custodial services for use by Public Works, Facilities Management division to MC Janitorial of Olathe, KS under the terms and conditions of Invitation to Bid No. 24-033.

SUMMARY: The Public Works, Facilities Management Department requires a Term and Supply Contract for the furnishing of custodial services for various County buildings. The Purchasing Department issued Invitations to Bid No. 24-033 in response to those requirements. A total of 957 notifications were distributed, there were 54 document takers and 5 responses were received and evaluated. An Executive Summary of the Invitation to Bid, Contractor's Quotation Sheet and the using Departments Recommendation Memos is attached. Although MC Janitorial was not the lowest bid received, this recommendation is based on important factors including the high quality of service that MC Janitorial has provided, their familiarity with County Staff and Circuit Court Judges, their familiarity with the individual buildings, cleaning routine and they have completed all training such as active shooter, fire and tornado drills. Pursuant to Section 1054.6 of the Jackson County Code, the Purchasing Department and the using Departments recommend the award of a Twelve (12) Month Term and Supply Contract with One (1) Twelve (12) Month Option to Extend for the furnishing of custodial services for use by Public Works, Facilities Management Department to MC Janitorial of Olathe, KS as the best bid under the terms and conditions of Invitation to Bid No. 24-033. Annual Estimated Usage: \$159,000.00 This award is made on a "As Needed" basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchase(s) is subject to annual appropriations.

FINANCIAL IMPACT:

NO

Amount	Fund	Department	Line-Item Detail

YES

File #: 24-058, Version: 0

ACTION NEEDED: AWARD A CONTRACT

ATTACHMENTS:

Executive Summary, Quotation sheet, RCMD memo